

## NOTICES OF SUBSTANTIVE POLICY STATEMENTS

The Administrative Procedure Act requires the publication of substantive policy statements issued by agencies (A.R.S.) § 41101(B)(14)). Substantive Policy Statements are written expressions which inform the general public of an agency's current approach to rule or regulation practice substantive policy statement does not include internal procedural documents which may only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties in accordance with A.R.S. Title 41.

### NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

#### DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Policies and Procedures Relating to Hazardous Waste Shipment, Manifest and Waste Status.  
Identification number: SPD10-1-96 P.3-3
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: August 12, 1994  
Effective date of document:
3. Summary of the contents of the substantive policy statement:  
Answers to questions posed by a shipper of hazardous waste.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
\_\_New \_\_Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Andy Soesilo, Manager  
Address: Hazardous Waste Section  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4103
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
Copies of this policy document are available at a cost of 25¢ per page from the ADEQ Reception Desk, 3033 N. Central, Avenue, Phoenix, Arizona 85012.

### NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

#### DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Program Lead for Permits for Dry Wells Located on Treatment, Storage, and Disposal Facilities
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: February 24, 1993  
Effective date of document:
3. Summary of the contents of the substantive policy statement:  
Discusses Program Lead to be determined on a site by site basis for issuing Aquifer Protection Permits (APP)
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
Document status: \_\_New \_\_Revised

Notices of Substantive Policy Statements

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Andy Soesilo, Manager  
Address: Hazardous Waste Section  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4103

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

RCRA Civil Penalty Policy  
Identification number: SPD10-1-96 p. 3-5

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document: October 1990  
Effective date of document:

3. Summary of the contents of the substantive policy statement:

4. A statement as to whether the substantive policy statement is a new statement or a revision:

Document status: ☐ New ☐ Revised

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Andy Soesilo, Manager  
Address: Hazardous Waste Section  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4102

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Storage Prohibition at Facilities Generating mixed Radioactive Waste

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document: August 1, 1994  
Effective date of document:

3. Summary of the contents of the substantive policy statement:

Document affirms ADEQ extending its position adopting EPA policy statement extension.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

☐ New ☐ Revised

*Arizona Administrative Register*  
**Notices of Substantive Policy Statements**

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Andy Soesilo, Manager  
Address: Hazardous Waste Section  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
  
Phoenix, Arizona 85008  
Telephone: (602)207-4103

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Policy Concerning Enforcement of Lan Ban Restrictions for Hazardous Mixed Waste  
Identification number: SPD10-1-96 p.3-13

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document:  
Effective date of document:

3. Summary of the contents of the substantive policy statement:

Clarifies enforcement priorities for certain violations of lan ban regulations, applying to facilities that store radioactive mixed waste.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

☒ New ☐ Revised

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Anthony Leverock, Manager  
Address: Hazard Waste Permits Unit  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
  
Telephone: (602) 207-4160

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Managing Mercury-Containing Waste Lamps  
Identification number: SPD10-1-96 p.3-2

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document:  
Effective date of document:

Notices of Substantive Policy Statements

3. Summary of the contents of the substantive policy statement:  
Establish standards for managing mercury-containing waste lamps as universal waste.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Pat Kuefler, Manager  
Address: Hazardous Waste Section  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4103
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
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NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Hazard Ranking System  
Identification number: SPD10-1 p.3-15
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: December 14, 1990  
Effective date of document: March 14, 1991
3. Summary of the contents of the substantive policy statement:  
As published in the Federal Register, this document details how to apply the Hazard Ranking System for facilities being reviewed via a Preliminary Assessment. The ranking or score established will determine whether the facility should be considered for the National Priorities List.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☐ New ☒ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Lowell Carty, Federal Facilities, Secretary  
Address: PASI Unit, Remedial Projects  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4223
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
Copies of this policy document are available at a cost of 25¢ per page from the ADEQ Reception Desk, 3033 N. Central Avenue, Phoenix, Arizona 85012.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Guidance for Performing Preliminary Assessments Under CERCLA  
Identification number: SPD10-1-96 p.3-16

*Arizona Administrative Register*  
**Notices of Substantive Policy Statements**

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: September 1991  
Effective date of document:
3. Summary of the contents of the substantive policy statement:  
This guidance directs the methodology to be used in preparing a Preliminary Assessment for a suspect site. This would include the type and quality of information to be gathered, its presentation, and how to draw conclusions.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Julie Jones, Federal Facilities, Secretary  
Address: Remedial Projects Unit  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4190
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
Copies of this policy document are available at a cost of 25¢ per page from the ADEQ Reception Desk, 3033 N. Central Avenue, Phoenix, Arizona 85012.

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Issuance of Guidance for Feasibility Studies Under CERCLA--Action Memorandum
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: November 2, 1984  
Effective date of document:
3. Summary of the contents of the substantive policy statement:  
The purpose of this memorandum is to obtain the Administrator's approval to issue the guidance of Feasibility Studies Under the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERLA or Superfund). Feasibility Studies being the examination of various alternatives for the restoration of individual sites.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Julie Jones, Federal Facilities, Secretary  
Address: Remedial Projects Unit,  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4190
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
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Notices of Substantive Policy Statements

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Superfund State-Lead Remedial Project Management Handbook  
Identification number: SPD10-1-96 p.3-21
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: December 1986  
Effective date of document:
3. Summary of the contents of the substantive policy statement:  
The Superfund State-Lead Remedial Project Management Handbook is intended to serve three general purposes. First, the handbook presents the various actions and deliverable that comprise the State-lead remedial project, and then it defines the roles and responsibilities of the Remedial Project Manager (RPM) in accomplishing those actions and deliverables. Second the handbook serves as a pathfinder to guide the RPM to the various resources available for support of the RPM function. Finally, the handbook introduces the RPM to some of the fundamental concepts of project management to aid the RPM in planning, monitoring, and controlling, and directing projects.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Julie Jones, Federal Facilities, Secretary  
Address: Remedial Projects Unit,  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4190
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
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NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Solid Waste Used Oil Filter Letter  
Identification number: SPD10-1-96 p.3-22
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: August 23, 1994  
Effective date of document: May 20, 1992
3. Summary of the contents of the substantive policy statement:  
Provides EPS's decision on disposal of used oil filters including the description of the performance measure for draining filters as well as four options for methods of draining filters.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Robert Verville  
Address: Used Oil Compliance  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4140

*Arizona Administrative Register*  
**Notices of Substantive Policy Statements**

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Arizona Recycling Hotline (pamphlet)  
Identification number: SPD10-1-96 p.3-23

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document:  
Effective date of document: 1995

3. Summary of the contents of the substantive policy statement:

4. A statement as to whether the substantive policy statement is a new statement or a revision:

☐ New ☒ Revised

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Tammy Shreeve  
Address: Recycling Coordinator  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4171

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Preparation of U.S. EPA Region 9 Sample Plan  
Identification number: SPD10-1-96 p.3-18

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document: November 24, 1986  
Effective date of document:

3. Summary of the contents of the substantive policy statement:

Guidance Document we have included a "Sample Plan Flow Chart" which illustrates the review process.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

☒ New ☐ Revised

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Julie Jones Federal Facilities, Secretary  
Address: Remedial Project Unit  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4190

Notices of Substantive Policy Statements

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

State Participation in the Superfund Remedial Program  
Identification number: SPD10-1-96 p.3-19

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document: June 28, 1983

Effective date of document:

3. Summary of the contents of the substantive policy statement:

The purpose of these documents, Revised Guidance for State participation in the Superfund Remedial Program, is to assist EPA and State officials in implementing EPA policies concerning Superfund remedial response agreements.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

☒ New ☐ Revised

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Julie Jones, Federal Facilities, Secretary

Address: Remedial Project Unit  
3033 N. Central Avenue  
Phoenix, Arizona 8501

Telephone: (602) 207-

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Superfund Remedial Design and Remedial Action Guidance  
Identification number: SPD10-1-96 p.3-20

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document: June 1986

Effective date of document:

3. Summary of the contents of the substantive policy statement:

The Superfund Remedial Design and Remedial Action Guidance was first assured in February 1985, by the Environmental Protection Agency's (EPA) Office of Emergency and Remedial Response (Directive Army Corp of Engineers, and private parties who plan, administer and manage remedial design (RD) and remedial action (RA) projects to assure RD and RA projects are performed consistently and expeditiously.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

☐ New ☒ Revised



**Notices of Substantive Policy Statements**

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Julie Jones  
Federal Facilities Secretary

Address: Remedial Project Unit  
3033 N. Central Avenue  
Phoenix, Arizona 8501

Telephone: (602) 207-4190

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Superfund State-Lead Remedial Project Management Handbook  
Identification number: SPD10-1-96 p.3-24

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document: June 1992  
Effective date of document: June 1992

3. Summary of the contents of the substantive policy statement:

An Overview of Source Reduction and Recycling Programs. For each of these, alternative technologies and techniques are discussed. Manual also describes public information and education programs.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

☐ New ☐ Revised

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Tammy Shreeve

Address: Recycling Coordinator  
3033 N. Central Avenue  
Phoenix, Arizona 8501

Telephone: (602) 207-4171

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

State of Arizona- Solid Waste Recycling Program- 1994 Page Industry Report  
Identification number: SPD10-1-96 p.3-25

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document: July 1, 1994  
Effective date of document: July 1, 1994

**Notices of Substantive Policy Statements**

3. **Summary of the contents of the substantive policy statement:**  
Documents the result of a paper industry survey, assesses the availability, quality and market for all recycled content paper.
4. **A statement as to whether the substantive policy statement is a new statement or a revision:**  
☐ New ☐ Revised
5. **The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**  
Name: Tammy Shreeve  
Address: Recycling Coordinator  
3033 N. Central Avenue  
Phoenix, Arizona 8501  
Telephone: (602) 207-4171
6. **Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**  
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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. **Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**  
State of Arizona- Solid Waste Recycling Program- Report for January-December 1994 and January-June 1995  
Identification number: EQR-957
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
Date of document: December 1995  
Effective date of document: December 1995
3. **Summary of the contents of the substantive policy statement:**  
Describes the status of recycling efforts in Arizona including waste stream components, recycling volumes and public education.
4. **A statement as to whether the substantive policy statement is a new statement or a revision:**  
☒ New ☐ Revised
5. **The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**  
Name: Tammy Shreeve  
Address: Recycling Coordinator  
3033 N. Central Avenue  
Phoenix, Arizona 8501  
Telephone: (602) 207-4171
6. **Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**  
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**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. **Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**  
state of Arizona- Solid Waste Recycling Program- Report for January- December 1994 and January-June 1995  
Identification number: EQR-957
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
Date of document: December 1995  
Effective date of document: December 1995

*Arizona Administrative Register*  
**Notices of Substantive Policy Statements**

3. **Summary of the contents of the substantive policy statement:**  
Describes the status of recycling efforts in Arizona including waste stream components, recycling volumes, and public education.
4. **A statement as to whether the substantive policy statement is a new statement or a revision:**  
☒ New ☐ Revised
5. **The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**  
Name: Tammy Shreeve  
Address: Recycling Coordinator  
3033 N. Central Avenue  
Phoenix, Arizona 8501  
Telephone: (602) 207-4171
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**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. **Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**  
Aquifer Protection Permits- Application Guidance Manual  
Identification number: SPD10-1-96 p.3-27
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
Date of document: Modified September 12, 1995  
Effective date of document:
3. **Summary of the contents of the substantive policy statement:**  
This document explains the regulatory process for a facility to obtain an Aquifer Protection Permit.
4. **A statement as to whether the substantive policy statement is a new statement or a revision:**  
☐ New ☒ Revised
5. **The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**  
Name: Maribeth Engelhardt  
Address: Solid Waste Project Officer  
3033 N. Central Avenue  
Phoenix, Arizona 8501  
Telephone: (602) 207-4588
6. **Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**  
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**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. **Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**  
Groundwater Monitoring Options for Municipal Solid Waste Landfills-1995  
Identification number: SD10-1-96 np.3-29
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
Date of document: 1995  
Effective date of document:

Notices of Substantive Policy Statements

3. Summary of the contents of the substantive policy statement:

The 40 CFR regulations mandate groundwater monitoring at municipal solid waste landfills. this document provides guidance for alternative approaches to groundwater monitoring.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

☒ New ☐ Revised

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Sam Rogers  
Address: Solid Waste Hydrologist  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4670

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Plan Format and Municipal Solid Waste Checklist  
Identification number: SPD10-1-96 p.3-30

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document: August 12, 1994  
Effective date of document:

3. Summary of the contents of the substantive policy statement:

Both the Plan Format and Municipal Solid Waste Checklist provide the applicant with guidance and information to prepare their application more accurately and completely for review by the Solid Waste Plan Review Unit.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

☐ New ☐ Revised

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Mercedes G. Vidan-Hartzog, Manager  
Address: Solid Waste Plan Review Unit  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4117

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

Copies of this policy document are available at a cost of 25¢ per page from the ADEQ Reception Desk, 3033 N. Central Avenue, Phoenix, Arizona 85012

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Solid Waste Landfill- Closure/Post closure Plan Guidelines-1995  
Identification number: SPD10-1-96 p.3-31

*Arizona Administrative Register*  
**Notices of Substantive Policy Statements**

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: 1995  
Effective date of document:
3. Summary of the contents of the substantive policy statement:  
The guidelines summarize the regulatory requirements for municipal solid waste landfills (MSWLF) and non-MSWLF facilities. These guidelines also list the information required to obtain Department approval for the Closure/post-closure plan.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☐ New ☒ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: David Phillips  
Address: Solid Waste Project Officer  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4572
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
Copies of this policy document are available at a cost of 25¢ per page from the ADEQ Reception Desk, 3033 N. Central Avenue, Phoenix, Arizona 85012

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Waste Management Fact Sheet  
Identification number: SPD10-1-96 p. 3-32
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: November 12, 1993  
Effective date of document:
3. Summary of the contents of the substantive policy statement:  
Provides a step by step outline of the requirements necessary to obtain approval from the ADEQ. Waste Programs Division to construct and operate a solid waste facility.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Mercedes G. Vidan-Hartzog, Manager  
Address: Solid Waste Plan Review Unit  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4117
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
Copies of this policy document are available at a cost of 25¢ per page from the ADEQ Reception Desk, 3033 N. Central Avenue, Phoenix, Arizona 85012

*Arizona Administrative Register*  
**Notices of Substantive Policy Statements**

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Waste Management Guideline-Facility Approval Process  
Identification number: SPD10-1-96 p.3-33
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: January 26, 1993  
Effective date of document:
3. Summary of the contents of the substantive policy statement:  
The document explains the regulatory process for a facility to obtain Solid Waste Facility Plan Approval from the Department.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☐ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Mercedes G. Vidan-Hartzog  
Address: Solid Waste Project Officer  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
  
Telephone: (602) 207-4588
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
Copies of this policy document are available at a cost of 25¢ per page from the ADEQ Reception Desk, 3033 N. Central Avenue, Phoenix, Arizona 85012

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Waste Management Guidelines- 1993- Solid Waste Landfills Siting and Operation Plans  
Identification number: SPD10-1-96 p.3-34
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: April 1993  
Effective date of document:
3. Summary of the contents of the substantive policy statement:  
These guidelines present a step by step outline to help potential landfill owners/operators obtain approvals from the Department. These guidelines apply to both municipal solid waste landfills (MSWLF) and to non-MSWLFs. These guidelines do not reflect recent and proposed changes in Arizona Revised Statutes since 1993.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: David Phillips  
Address: Solid Waste Project Officer  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
  
Telephone: (602) 207-4572

*Arizona Administrative Register*  
**Notices of Substantive Policy Statements**

**6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

**1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Waste Management Guidelines-Transfer

Identification number:SPD10-1-96 p. 3-35

**2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

Date of document: January 13,1993

Effective date of document:

**3. Summary of the contents of the substantive policy statement:**

Provides a step by step outline of the necessary requirements which must be met by the proposed Solid Waste Transfer facility owner/operators.

**4. A statement as to whether the substantive policy statement is a new statement or a revision:**

☐New ☐Revised

**5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**

Name: Mercedes G. Vidan-Hartzog, Manager

Address: Solid Waste Plan Review Unit  
3033 N. Central Avenue  
Phoenix, Arizona 85012

Telephone: (602) 207-4117

**6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

**1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Arizona State Assurance Fund

Identification number: SPD10-1-96 p.3-36

**2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

Date of document: June 20, 1995

Effective date of document: June 20, 1995

**3. Summary of the contents of the substantive policy statement:**

This pamphlet by the Arizona Department of Environmental Quality (ADEQ), Underground Storage Tank (UST) Section explains that The State Assurance Fund (SAF) was established by the Arizona State Legislature in 1990 (HB2011). The purpose of the Fund is to help owners and operators in meeting federal financial responsibility requirements for USTs and for corrective actions associated with the cleanup of UST contamination. Highlights of the pamphlet include:

- A listing of reimbursable activities
- Conditions of coverage
- Deductible and coverage limits
- Answers to the common questions asked of the SAF

**Notices of Substantive Policy Statements**

4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Jerry Smit  
Address: Assistant Section Manager  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
Copies of this policy document are available at a cost of 25 cents per page from the ADEQ Reception Desk, 3033 N. Central Avenue, Phoenix, Arizona 85012

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
ASTM: Es 38-94: Emergency Standard Guide for Risk-Based Corrective Action Applied at Petroleum Release Sites.  
Identification number: SPD10-1-06 p. 3-38
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: May 27, 1994  
Effective date of document: May 27, 1994
3. Summary of the contents of the substantive policy statement:  
This American Society for Testing and Materials (ASTM) guidance covers risk-based corrective action (RBCA) that is a consistent decision-making process for the assessment and response to subsurface contamination, based on the protection of human health and environmental resources. The RBCA process recognizes this diversity, and utilizes a tiered approach where assessment and remediation activities are appropriately tailored to site-specific conditions and risks. This flexibility allows RBCA to be more cost-effective than traditional approaches under which all sites conform to uniform standards and procedures. While the RBCA process is not limited to a particular class of compounds, this guidance emphasizes the application of RBCA to petroleum fuel releases. The decision process described in this guidance integrates risk and exposure assessment practices, as suggested by the EPA, with site assessment activities and remedial measure selection to ensure that the chosen action is protective of human health and environmental resources.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Jerry Smit  
Address: Assistant Section Manager  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
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Notices of Substantive Policy Statements

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Basic Ground-Water Hydrology; USGS Water Supply Paper 2220  
Identification number: SPD10-1-96 p. 3-40
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: 1989  
Effective date of document: 1989
3. Summary of the contents of the substantive policy statement:  
This report has been prepared by the United States Geological Survey (USGS) to meet the needs of all those who may benefit from a greater understanding about the occurrence, development, and protection of groundwater. It consists of 45 sections on the basic elements of ground-water, hydrology, arranged in order from the most basic aspects of the subject through a discussion of the methods used to determine the yield of aquifers to a discussion of common problems encountered in the operation of ground-water supplies. Each section consists of a brief text and one or more drawings or maps that illustrate the main points.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☐ New ☒ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Jerry Smit  
Address: Assistant Section Manager  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
Copies of this policy document are available at a cost of 25¢ per page from the ADEQ Reception Desk, 3033 N. Central Avenue, Phoenix, Arizona 85012

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Current Order Negotiation Guidelines  
Identification number: SPD10-1-96 p.3-41
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: October 31, 1994  
Effective date of document: October 31, 1994
3. Summary of the contents of the substantive policy statement:  
The Underground Storage Tank (UST) Section is responsible for more than 4000 leaking underground storage tank (LUST) incidents. When the Director of the Arizona Department of Environmental Quality (ADEQ) determines that a person is violating a provision under the Arizona Revised Statutes (A.R.S.) Title 49, Chapter 6, Underground Storage Tank Regulation, The Director may issue an administrative order requiring compliance within a reasonable time. A "consent order" is a bilateral administrative order. The ADEQ may, at its own discretion, allow the owner and operator to negotiate certain conditions within the consent order. Highlights of the new guidance include:
  - 1) Description of ADEQ enforcement
  - 2) Negotiable aspects of the consent order.
  - 3) List of prohibited items that are not negotiable.
  - 4) Description of the consent order negotiation process.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised

*Arizona Administrative Register*  
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5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Jerry Smit  
Address: Deputy Section Manager  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
Copies of this policy document are available at a cost of 25¢ per page from the ADEQ Reception Desk, 3033 N. Central Avenue, Phoenix, Arizona 85012

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Controlling UST Cleanup Costs  
Identification number: EPA 500-F-92-001
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: May 1992  
Effective date of document: May 1992
3. Summary of the contents of the substantive policy statement:  
A series of fact sheets designed by the Environmental Protection Agency (EPA) that provide UST owners and operators with basic information on the cleanup process.  
Fact Sheet 1: Hiring a Contractor  
Fact Sheet 2: Negotiating the Contract  
Fact Sheet 3: Interpreting the Bill  
Fact Sheet 4: Managing the Process  
Fact Sheet 5: Understanding Contractor Code Words
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Jerry Smit  
Address: Deputy Section Manager  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
Copies of this policy document are available at a cost of 25¢ per page from the ADEQ Reception Desk, 3033 N. Central Avenue, Phoenix, Arizona 85012

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Corrective Action Plan Checklist  
Identification number: SPD10-1-96 p.3-44

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**Notices of Substantive Policy Statements**

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document: February 14, 1995

Effective date of document: February 14, 1995

3. Summary of the contents of the substantive policy statement:

The Underground Storage Tank (UST) Section is responsible for the oversight of more than 4000 leaking underground storage tank (LUST) incidents. Pursuant to 40 CFR Part 280.66, at any time after reviewing the information requested in ADEQ's Site Characterization Guidance and Report Form, the Department may, on a case by case basis, request UST owners and operators to submit a Corrective Action Plan (CAP) for responding to contaminated soils and waters of the State. The CAP must provide for adequate protection of human health and the environment. Highlights of the guidance include:

- 1) Provisions for allowing the initiation of remediation prior to approval of CAP by the Department.
- 2) Requires a detailed description of the remedial method to be used to reduce the documented contamination to below pre-determined cleanup standards or site specific alternative cleanup levels.
- 3) Requires a proposed work schedule for all corrective actions.
- 4) Provisions for notifying the public regarding the submittal of the CAP to ADEQ and allows for public comments.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

☐ New ☒ Revised

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Jerry Smit

Address: Deputy Section Manager  
3033 N. Central Avenue  
Phoenix, Arizona 85012

Telephone: (602) 207-4845

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

Copies of this policy document are available at a cost of 25¢ cents per page from the ADEQ Reception Desk, 3033 N. Central Avenue, Phoenix, Arizona 85012

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

BADCT Guidance Document  
Identification number: SPD10-1-96 p.2-44

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document: February 1990

Effective date of document:

3. Summary of the contents of the substantive policy statement:

This document explains BADCT, lists the landfill design elements that must meet BADCT, and provides guidance on how to determine BADCT for each design element. Examples of BADCT determination are also provided.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

☐ New ☐ Revised

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: David Phillips/Maribeth Engelhardt

Address: Solid Waste Project Officers  
3033 N. Central Avenue  
Phoenix, Arizona 85012

Telephone: (602) 207-4572 or 207-4588

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

Copies of this policy document are available at a cost of 25¢ per page from the ADEQ Reception Desk, 3033 N. Central Avenue, Phoenix, Arizona 85012

Notices of Substantive Policy Statements

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Cost Guide For Remediation Equipment at UST Sites.  
Identification number: EPA 510-R-93-004
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: July 1993  
Effective date of document: July 1993
3. Summary of the contents of the substantive policy statement:  
This Environmental Protection Agency (EPA) manual provides comprehensive information on the costs for many types of equipment that are used during the cleanup of petroleum hydrocarbons from soil and groundwater at the site of a release from an underground storage tank (UST). The rates in this guide represent an average allowance that equipment owners should charge in order to recoup their ownership and operating costs. Types of equipment addressed in this guide include, but are not limited to:
  - Absorbers
  - Aerators
  - Pugmill Mixers
  - Bins
  - Oil/Water Separators
  - Blowers
  - Conveyors
  - Scalping Screens
  - Drum Deheaders
  - Pumps
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Jerry Smit  
Address: Deputy Section Manager  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
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NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Dollars and Sense  
Identification number: EPS/530/UST-88/005
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: December 1988  
Effective date of document: December 1988

**Notices of Substantive Policy Statements**

**3. Summary of the contents of the substantive policy statement:**

This Environmental Protection Agency (EPA) booklet is a summary of the financial responsibility regulations for underground storage tank (UST) systems. This booklet answers the following questions:

- What are the regulations all about?
- Who is affected by these regulations?
- How does an owner or operator comply with the financial responsibility requirements?
- What records must be kept by an owner or operator or filed with the implementing agency?

**4. A statement as to whether the substantive policy statement is a new statement or a revision:**

☒ New ☐ Revised

**5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**

Name: Jerry Smit  
Address: Deputy Section Manager  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845

**6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

**1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Don't Wait Until 1998 Spill, Overfill, and Corrosion Protection for Underground Storage Tanks  
Identification number: EPA 510 -B-94-002

**2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

Date of document: April 1994  
Effective date of document: April 1994

**3. Summary of the contents of the substantive policy statement:**

This Environmental Protection Agency (EPA) booklet provides information to help owners and operators of underground storage tanks (USTs) meet the 1998 deadline for compliance with requirements to upgrade, replace, or close USTs installed before December 1988. The upgrade requirements for existing USTs, which includes the addition of spill, overfill, and corrosion protection, is discussed in detail.

**4. A statement as to whether the substantive policy statement is a new statement or a revision:**

☒ New ☐ Revised

**5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**

Name: Jerry Smit  
Address: Deputy Section Manager  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845

**6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
EPA Groundwater Handbook: Volume I Ground Water and Contamination  
Identification number: SPD10-1-96 p.3-50
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: September 1990  
Effective date of document: September 1990
3. Summary of the contents of the substantive policy statement:  
The subsurface environment of underground water is characterized by a complex interplay of physical, geochemical and biological forces that govern the release, transport and fate of a variety of chemical substances. There are literally as many varied hydrogeologic settings as there are types and numbers of contaminant sources. In situations where ground-water investigations are most necessary, there are frequently many variables of land and ground-water use and contaminant source characteristics which cannot be fully characterized. The impact of natural ground-water recharge and discharge processes on distributions of chemical constituents is understood for only a few types of chemical species. also, these processes may be modified by both natural phenomena and man's activities so as to further complicate apparent spacial or temporal trends in water quality. The purpose of this document is to discuss measures that can be taken to ensure that these physical, chemical and biological uncertainties do not undermine the ability to make reliable predictions about the response of contaminations to various corrective or preventative measures. The topics contained within this document include the following: basic geology, classification of ground-water regions, ground water-surface water relationships, basic hydrogeology, ground-water contamination, ground-water investigations and ground-water restoration.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Jerry Smit  
Address: Deputy Section Manager  
3033 N. Central Avenue  
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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
General UST Reporting Requirements  
Identification number: SPD10-1-96 p3-57
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: January 1994  
Effective date of document: January 1994
3. Summary of the contents of the substantive policy statement:  
The Underground Storage Tank (UST) Section is responsible for the regulation of more than 24,000 underground storage tanks. There are several UST reporting requirements pursuant to 40 CFR Part 280222.22, 280.50, 280.72, and 280.72. Highlights of the new guidance include:
  - Notification of new UST installations
  - Tank closure requirements
  - UST release requirements

**Notices of Substantive Policy Statements**

4. A statement as to whether the substantive policy statement is a new statement or a revision:  
    \_\_\_ New X Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
    Name: Jerry Smit  
    Address: Deputy Section Manager  
            3033 N. Central Avenue  
            Phoenix, Arizona 85012  
    Telephone: (602) 207-4845
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
    Copies of this policy document are available at a cost of 25¢ per page from the ADEQ Reception Desk, 3033 N. Central Avenue, Phoenix, Arizona 85012.

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
    Free Product Removal Checklist  
    Identification number: SPD10-1-96 p.3-55
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
    Date of document: October 29, 1993  
    Effective date of document: October 29, 1993
3. Summary of the contents of the substantive policy statement:  
    The Underground Storage Tank (UST) Section is responsible for the oversight of more than 4000 leaking underground storage tank (LUST) incidents. At LUST sites where investigations indicate the presence of free product, owners and operators are required to remove free product to the maximum extent practicable pursuant to 40 CFR Part 280.64. The presence of free product in the subsurface causes both an immediate health risk and a continual source of contaminants that can threaten groundwater quality. The regulatory requirements discussed in the guidance include:
  - 1) Free Product removal shall begin as soon as practicable.
  - 2) The removal of free product shall be conducted in a manner that minimizes the spread of contaminants into previously uncontaminated zones.
  - 3) All recovered by-products shall be handled in a safe, competent manner and properly treated, discharged, or disposed of in accordance with all applicable local, state and federal regulations.
  - 4) Within 45 days after confirming a release, a free product removal report shall be submitted to ADEQ, which contains, at a minimum, the information specified in the attached guidance document.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
    \_\_\_ New X Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
    Name: Jerry Smit  
    Address: Deputy Section Manager  
            3033 N. Central Avenue  
            Phoenix, Arizona 85012  
    Telephone: (602) 207-4845
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
    Copies of this policy document are available at a cost of 25¢ per page from the ADEQ Reception Desk, 3033 N. Central Avenue, Phoenix, Arizona 85012.

*Arizona Administrative Register*  
Notices of Substantive Policy Statements

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. **Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Guidance Document for Notification for Underground Storage Tanks Form  
Identification number: SPD10-1-96 p.3-58

2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

Date of document: April 1994  
Effective date of document: April 1994

3. **Summary of the contents of the substantive policy statement:**

The Underground Storage Tank (UST) Section is responsible for the oversight of more than 24,000 underground storage tanks (USTs). Arizona REvised Statutes (A>R>W>, Title 49, Chapter 6, Section §49-1002 requires owners of underground storage tanks (USTs) to notify Arizona Department of Environmental Quality (ADEQ) of their USTS, on forms prescribed by the Department. The *Notification for Underground Storage Tanks* ("Notification") form is designed to serve two purposes: (1) to register USTs located at a specific facility and (2) to inform ADEQ of any changes (amendments) at an UST facility (i.e., installation, closure, method of release detection, change in ownership, etc.). Owners and operators of USTs are required to notify ADEQ of all changes at a facility within thirty (30) days of that change. Highlights of the guidance include:

- 1) Description of how to fill out each item of the UST Notification Form.
- 2) A glossary of some of the terms used in the UST Notification Form.

4. **A statement as to whether the substantive policy statement is a new statement or a revision:**

☐ New ☒ Revised

5. **The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**

Name: Jerry Smit  
Address: Deputy Section Manager  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845

6. **Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. **Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Fleet Station Handbook-Phoenix  
Identification number: SPD10-1-96 p.3-60

2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

Date of Document: January 1994  
Effective date of document: January 1994

3. **Summary of the contents of the substantive policy statement:**

At least once a month, you must reconcile (balance) the calculated paper quantity with the physical stick quantity. The amount of a regulated substance remaining in the UST, the amount withdrawn, and the amount added, must be measured and reconciled every day that the UST is in operation or has a regulated substance added or withdrawn. If the UST has nothing added or withdrawn for an extended period of time, measurements should be conducted at least once a week. Daily measurements ensure that sufficient data is available to perform a statistical analysis of the UST's inventory, which in turn makes possible to quickly detect catastrophic failures. Because of this, it is important to perform daily and accurate readings. By comparing the closing volume and opening volume for the following day, you can detect theft or related problems. Records may be kept in whatever form you choose so long as the required information is legible. Inventory control with tightness testing is an approved method of leak detection that combines daily sticking with monthly inventory control reconciliation and periodic tightness testing (either volumetric or non-volumetric). this guidance was created to assist the regulated community with inventory record keeping and reconciliation.



**Notices of Substantive Policy Statements**

4. A statement as to whether the substantive policy statement is a new statement or a revision:  
— New ☒ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Jerry Smit  
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3033 N. Central Avenue  
Phoenix, Arizona 85012  
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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Guidance on Manual Tank Gauging  
Identification number: SPD10-1-96 p.3-62
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: January 1994  
Effective date of document: January 1994
3. Summary of the contents of the substantive policy statement:  
Manual tank gauging is one of the methods use to record the amount of product used at a UST facility and also one of the ways to detect possible releases from the UST. This guidance document was created to assist the regulated community in understanding manual tank gauging. Highlights of the guidance include:
  - 1) When manual tank gauging can be used.
  - 2) Procedures for manual tank gauging.
  - 3) Equipment needed to perform manual tank gauging.
  - 4) Procedures for performing weekly manual tank gauging.
  - 5) Weekly/monthly standards for manual tank gauging.
  - 6) Procedures for completing the monthly UST manual gauging worksheet.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
— New ☒ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Jerry Smit  
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*Arizona Administrative Register*  
Notices of Substantive Policy Statements

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
How to Evaluate Alternative Cleanup Technologies for Underground Storage Tank Sites; A Guide for Corrective Action Plan Reviewers  
Identification number: EPA 510-B-94-003
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: October 1994/May 1995  
Effective date of document: October 1994
3. Summary of the contents of the substantive policy statement:  
The purpose of this Environmental Protection Agency (EPA) manual is to provide state and local regulators with guidance that will help them to review corrective action plans (CAPS) that propose alternative cleanup technologies. The text focuses on engineering-related considerations for evaluating the following nine different alternative cleanup technologies.
  - Soil vapor extraction
  - Bioventing
  - Biopiles
  - Low-temperature thermal desorption
  - Air sparging
  - Biosparging
  - Natural Attenuation
  - In-Situ Groundwater Bioremediation
  - Dual-phase extraction
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Jerry Smit  
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3033 N. Central Avenue  
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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Leak Lookout  
Identification number: SPD10-1-96 p.3-6833
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: August 1988  
Effective date of document: August 1988
3. Summary of the contents of the substantive policy statement:  
This Environmental Protection Agency (EPA) booklet discusses external leak detectors that are installed outside the underground storage tank (UST) and provide warning that petroleum liquids or vapors are present in monitoring wells near the tank. This booklet answers questions about:

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- The purpose of external leak detectors;
- Equipment and installation costs;
- Compatibility with your current tank;
- The types of detectors on the market;
- How external leak detectors work;
- The pros and cons of various types of equipment; and
- What companies sell external leak detectors

4. A statement as to whether the substantive policy statement is a new statement or a revision:

☒ New ☐ Revised

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Jerry Smit  
Address: Deputy Section Manager  
3033 N. Central Avenue  
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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

LUST Investigation Requirements  
Identification number: SPD10-1-96 p. 3-70

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document: January 1994  
Effective date of document: January 1994

3. Summary of the contents of the substantive policy statement:

The Underground Storage Tank (UST) Section is responsible for the oversight of more than 4000 leaking underground storage tank (LUST) incidents. LUST site investigation requirements are pursuant to 40 CFR Sub-part F and A.R.S.49-1005. Highlights of the guidance include:

- 1) Description of initial abatement activities
- 2) General procedures and contacts for imminent or serious threats to human health or safety.
- 3) General procedures for presence of free product, site characterization and necessary notifications and permits.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

☐ New ☒ Revised

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Jerry Smit  
Address: Deputy Section Manager  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
LUST Notification and Permit Checklist  
Identification number: SPD10-1-96 p.3-72
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: October 29, 1993  
Effective date of document: October 29, 1993
3. Summary of the contents of the substantive policy statement:  
Notification to, and permits from, several state, county, and local governmental agencies are required for conducting corrective actions and other activities in response to leaking underground storage tank (LUSTs). It is the responsibility of the LUST owner and operator to ensure that the notification requirements are completed and the appropriate permits are obtained. Notification and permitting may be required for the following LUST-related activities.
  - the discovery of a known or suspected release;
  - the removal or abandonment of an UST system
  - the transportation, treatment, storage and disposal of solid and hazardous wastes;
  - a discharge that may affect air quality;
  - the completion or installation of soil borings, groundwater monitoring wells and groundwater recovery wells and the withdrawal of groundwater; and
  - a discharge document or potential discharge to the surface or subsurface or to the "Waters of the United States."

This guidance document (which is currently being revised) was created to assist the regulated community with understanding all of the potential permits and notifications that they may need during corrective actions required for UST releases.

4. A statement as to whether the substantive policy statement is a new statement or a revision:  
\_New ☒ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Jerry Smit  
Address: Deputy Section Manager  
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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
LUST Quarterly Monitoring Report Checklist  
Identification number: SPD10-1-96 p.3-74
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: October 29, 1993  
Effective date of document: October 29, 1993

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3. **Summary of the contents of the substantive policy statement:**

The Underground Storage Tank (UST) Section is responsible for the oversight of more than 4000 leaking underground storage tank (LUST) incidents. Pursuant to 40 CFR Sub-part F and A.R.S. 49-1005 UST owners and operators must perform corrective actions in response to releases from USTS. In order to monitor the progress of investigations and/or remediations of LUST sites with suspected or known groundwater contamination, quarterly monitoring reports are required by the UST Section. Highlights of the information requested in the guidance include:

- 1) A complete description of all work completed subsequent to the last report.
- 2) Monthly watertable elevation and free product thickness data for each monitor well.
- 3) The analytical results for the quarterly groundwater sampling for monitor well.
- 4) The amount of free product and groundwater recovered and treated to date.
- 5) Conclusions and recommendations for additional work and the anticipated dates for future field activities.

4. **A statement as to whether the substantive policy statement is a new statement or a revision:**

☐ New ☒ Revised

5. **The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**

Name: Jerry Smit  
Address: Deputy Section Manager  
3033 N. Central Avenue  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. **Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

LUST Site Characterization Guidance and Report Form  
Identification number: SPD10-1-96 p.3-76

2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

Date of document: July 1996  
Effective date of document: July 1996

3. **Summary of the contents of the substantive policy statement:**

The underground Storage Tank (UST) Section is responsible for the oversight of more than 3000 leaking underground storage tank (LUST) incidents. LUST site characterization reports are required by 40 CFR Part 280.63 In accordance with Total Quality initiatives, a standardized site characterization report guidance has been created to streamline the Section's activities, provide clear guidance to the regulated community, and produce a more scientifically credible site characterization report. Highlights of the report are:

- 1) A standardized form to be used to submit site characterization data to ADEQ
- 2) A preferred 72 hour holding time limit between sample collection, and sample extraction, for investigation soil samples to be analyzed for VOCs to define the extent of contamination. The 72 hour limit may be extended to 120 hours with site specific, pre-approval from ADEQ.
- 3) The use of sleeves constructed of an inert material (brass, teflon, stainless steel) to collect soil samples rather than using glass jars.
- 4) Notification to ADEQ prior to conducting any field work.

4. **A statement as to whether the substantive policy statement is a new statement or a revision:**

☐ New ☒ Revised

**Notices of Substantive Policy Statements**

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Jerry Smit  
Address: Deputy Section Manager  
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Telephone: (602) 207-4845

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Musts for USTS  
Identification number: SPD10-1-96 p.3-78

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document: July 1990  
Effective date of document: July 1990

3. Summary of the contents of the substantive policy statement:

This booklet briefly describes the U.S. Environmental Protection Agency (EPA) technical requirements for underground storage tank (UST) systems, which includes tanks and piping. Plain -English summary of UST technical regulation intended for UST owners and operators. Information on the following topics is included:

- Definition of an underground storage tank
- Requirements for new and existing USTS
- What to do if a leak or spill occurs from a UST system
- Reporting and Record keeping
- UST closures
- Chemical USTS

4. A statement as to whether the substantive policy statement is a new statement or a revision:

☒ New ☐ Revised

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Jerry Smit  
Address: Deputy Section Manager  
UST Technical Support Manager  
3003 N. Central Ave.  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Normas Y Procedimientos-Para TSA  
Identification number: EPS/530/UST-90/001

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2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: March 1990  
Effective date of document: March 1990
3. Summary of the contents of the substantive policy statement:  
A Spanish version of the booklet Musts for USTS. This booklet briefly describes the U>S> Environmental Protection Agency (EPA) technical requirements for underground storage tank (UST) systems, which includes tanks and piping. A Summary of UST technical regulations intended for UST owners and operators.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Jerry Smit  
Address: Deputy Section Manager  
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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Overview of the Preapproval Application Process (DRAFT)  
Identification number: SPD10-I-96 p. 3-82
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: May 17, 1995  
Effective date of document:
3. Summary of the contents of the substantive policy statement:  
On February 16, 1996, The Arizona State Legislature eliminated the "Financial Need" requirement {R-18-12-607 (C)} from the Preapproval Program to allow all owners and operators access to the Underground Storage Tank (UST) State Assurance Fund (SAF) program. This document provides an overview of the Preapproval Application Process presented in a step-by-step format. A Work Plan Reference Document is also provided to assist in the preparation of the required work plan.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☐ New ☒ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Jerry Smit  
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Notices of Substantive Policy Statements

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Petroleum Tank Releases Under Control  
A Compendium of Current Practices for State UST Inspectors  
Identification number: EPA/530/UST-89/100
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: June 1989  
Effective date of document: June 1989
3. Summary of the contents of the substantive policy statement:  
This Environmental Protection Agency (EPA) manual provides a baseline of general knowledge intended to provide inspectors of underground storage tanks (USTs) with ways to evaluate options for controlling releases from leaking USTs. Initial response activities, or the first actions taken at a site with a leaking petroleum USLLT, are addressed in detail. The subsequent actions that may be taken once the initial response is completed are addressed by examining three different scenarios. The three sections are: Scenario A, Minimal Soil Contamination; Scenario B, Extensive Soil Containment; and Scenario C, Groundwater Contamination. Remediating dissolved contamination in groundwater is not addressed because of the complexity of the topic.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
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NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Release Verification Requirements  
Identification number: SPD10-1-96 p.3-88
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: January 1994  
Effective date of document: January 1994
3. Summary of the contents of the substantive policy statement:  
The Underground Storage Tank (UST) Section is responsible for the oversight of more than 4000 leaking underground storage tank (LUST) incidents. Pursuant to the Arizona Revised Statutes (A.R.S.) §49-1004 and §49-1005, and Title 40 of the Code of Federal Regulations (CFR) Part 280, Sub-part E, owners and operators of underground storage tanks must report a suspected or confirmed release to the Department of Environmental Quality (ADEQ) within 24 hours of detection. Owners and operators must immediately investigate and confirm all suspected releases of regulated substances, and report the results of the investigation to ADEQ within 14 days.  
Highlights of the guidance include:
  - 1) A description of the various ways of verifying if there has been a UST release.
  - 2) A description of the activities required for a site check, if environmental contamination is the basis for suspecting a UST release.



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4. A statement as to whether the substantive policy statement is a new statement or a revision:  
    \_\_New xRevised
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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
    Risk Assessment Guidelines for Underground  
    Identification number: SPD10-1-96 p.3-90
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
    Date of document: August 15, 1995  
    Effective date of document: August 15, 1995
3. Summary of the contents of the substantive policy statement:  
    Owners and operators are responsible for performing corrective actions at leaking underground storage tank (LUST) sites. The extent of remediation is based on contaminant concentration levels that provide for adequate protection of human health and the environment. Specifically, the Arizona Department of Environmental Quality (ADEQ) considers risk management as a remediation option for petroleum hydrocarbon contaminated soils. In doing so, the direct application of risk assessment at LUST sites is not regarded as an alternative to conducting adequate site investigation and characterization. Thus, the full extent and degree of soil contamination must be defined. In most difficult cases, such a definition may not be to "non-detect", so long as the mandated site assessment demonstrates an apparent lack of groundwater contamination. This document outlines the guide lines for performing risk assessment at LUST sites. It is divided into two parts:  
    (a) **risk assessment screen (RAS):** The Ras essentially provides basis for assessing the risk due to exposure by controlled and uncontrolled sources, based on very conservative risk estimates. The screen also provides a mechanism for assessing potential impact to groundwater, adapting the **California Leaking Underground Fuel Tank (LUFT) Field Manual** fate and transport model. In order for risk assessment to be performed and accepted as a corrective action option, the screen must therefore demonstrate that groundwater will not be affected by the residual soil contamination.  
    (b) **complete risk assessment (CRS):** if the risk assessment screen determines that risk is acceptable under the prevailing site-specific conditions and assumptions, then the risk assessment can be considered complete and a report summarizing the details of the risk evaluation may be submitted to the ADEQ for site-closure consideration. Those sites that fail this initial screening test, have the option of pursuing active remediation or perform a full-blown risk evaluation. this complete risk assessment (CRA) focuses on (i)
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
    xNew \_\_ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
    Name:  
    Address:  
    Telephone:
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
    Copies of this policy document are available at a cost of 25 cents per page from the ADEQ Reception Desk, 3033 N. Central Avenue, Phoenix, Arizona 85012.

Notices of Substantive Policy Statements

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
State Assurance Fund Application Preparation Seminar (Manual)  
Identification number: SPD10-1-96 p.3-92
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: March 30, 1995  
Effective date of document: March 30, 1995
3. Summary of the contents of the substantive policy statement:  
This seminar manual regarding the UST State Assurance Fund (SAF) was prepared and presented by Peterson Consulting Limited Partnership to ADEQ UST Section Personnel. Highlights of this manual include:
  - 1) Overview of the SAF and LUST sites.
  - 2) ADEQ approved cost and procedural guidelines.
  - 3) SAF information and fund eligibility requirements.
  - 4) Application preparation requirements.
  - 5) Technical Review.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Jerry Smit  
Address: Deputy Section Manager  
3003 North Central Ave.  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
Copies of this policy document are available at a cost of 25¢ per page from the ADEQ Reception Desk, 3033 N. Central Avenue, Phoenix, Arizona 85012.

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
State Assurance Fund Application Preparation Seminar (Manual)  
Identification number: SPD10-1-96 p.3-92
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: March 30, 1995  
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3. Summary of the contents of the substantive policy statement:  
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  - 1) Overview of the SAF and LUST sites.
  - 2) ADEQ approved cost and procedural guidelines.
  - 3) SAF information and fund eligibility requirements.
  - 4) Application preparation procedures.
  - 5) Technical review.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised

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**Notices of Substantive Policy Statements**

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Jerry Smit  
Address: Deputy Section Manager  
3003 North Central Ave.  
Phoenix, Arizona 85012  
Telephone: 602) 207-4845

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

State Assurance Fund General Information  
Identification number: SPD10-1-96 p.3-93

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document: April 1995  
Effective date of document: April 1995

3. Summary of the contents of the substantive policy statement:

The Arizona Legislature established the UST State Assurance Fund (SAF) in 1990 with the passage of House Bill 2011. The purpose of the SAF is two-fold: 1) to help owners/operators/volunteers with the potentially high costs of mitigating the public health and environmental damages of LUST, and 2) To provide a means of partially meeting the financial responsibility provisions of the federal regulations for UST systems. The SAF receives money for the payment of claims through the imposition of a one cent per gallon excise tax on regulated products placed into USTS. The Saf will pay only for corrective actions performed in response to releases of regulated substances from UST systems providing the costs were incurred after September 15, 1989. This document explains the SAF process; and contains and explains the application forms.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

☐ New ☒ Revised

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Jerry Smit  
Address: Deputy Section Manager  
3003 North Central Ave.  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Straight Talk on Tanks  
Identification number: EPA/530/UST-90/012

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document: August 1990  
Effective date of document: August 1990

**Notices of Substantive Policy Statements**

**3. Summary of the contents of the substantive policy statement:**

This Environmental Protection Agency (EPA) booklet is a summary of leak detection methods for petroleum underground storage tank (UST) systems. The booklet provides an overview of the regulatory requirements for leak detection. It also provides detailed information that focuses on compliance, operational, and regulatory issues for the following leak detection methods:

- Ground-water monitoring
- Vapor monitoring
- Secondary containment with interstitial monitoring
- Automatic tank gauging systems
- Tank tightness testing and inventory control

**4. A statement as to whether the substantive policy statement is a new statement or a revision:**

New ☐ Revised ☐

**5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**

Name: Jerry Smit  
Address: Deputy Section Manager  
3003 North Central Ave.  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845

**6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**

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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

**1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Synopses of Federal Demonstrations of Innovative Site Remediation Technologies (Second Edition)

Identification number: EPA/542/B-92/003

**2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

Date of document August 1992  
Effective date of document: August 1992

**3. Summary of the contents of the substantive policy statement:**

This Environmental Protection Agency (EPA) manual is a collection of abstracts, compiled by the Federal Remediation Technology Roundtable, that describe field demonstrations of innovative technologies to treat hazardous waste. The collection is intended to be an information resource for hazardous waste site project managers for assessing the availability and viability of innovative technologies for treating contaminated groundwater, soils, and sludge. Technologies addressed in this manual include:

- Bioremediation;
- Chemical treatment;
- Thermal treatment;
- Vapor extraction;
- Soil washing and other physical treatments.

**4. A statement as to whether the substantive policy statement is a new statement or a revision:**

☐ New ☒ Revised

Notices of Substantive Policy Statements

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Jerry Smit  
Address: Deputy Section Manager  
3003 North Central Ave.  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Tank Closure Procedures  
Identification number: SPD10-1-96 p. 3-98

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Date of document: January 1994  
Effective date of document: January 1994

3. Summary of the contents of the substantive policy statement:

The Underground Storage Tank (UST) Section is responsible for the regulation of more than 24,000 underground storage tanks. Then a tank owner and operator have made the decision to temporarily or permanently close an underground storage tank (UST) system, the Arizona Revised Statutes (A.R.S.) Title 49, Chapter 6, Section 49-1008, and Title 40 of the code of Federal Regulations (CFR) Part 280, Subpart G, outline steps necessary to ensure that human health, safety and the environment are adequately protected. Highlights of the guidance include:

- 1) a description of temporary closure procedures.
- 2) a description of permanent closure and changes in services procedures.
- 3) a description of the notification requirements for UST closures
- 4) a list of the fire authority contacts and telephones numbers.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

☐ New ☒ Revised

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Jerry Smit  
Address: Deputy Section Manager  
3003 North Central Ave.  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

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NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF ENVIRONMENTAL QUALITY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Tank Closure Without Tears: An Inspector's Safety Guide  
Identification number: SPD10-1-96 p.3-100

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2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: May 1988  
Effective date of document: May 1988
3. Summary of the contents of the substantive policy statement:  
This Environmental Protection Agency (EPA) document is a training guide for inspectors that provides general outlines of the procedures that are now used during tank closures. It focuses on explosive vapors and safe tank removal, a safe removal checklist is also included. An Underground Tank Closure Video can accompany this booklet.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Jerry Smit  
Address: Deputy Section Manager  
3033 North Central Ave. 5th Floor Tower  
Phoenix, Arizona 85012  
Telephone: (602) 207-4845
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Transport and Fate of Contaminants in the Subsurface  
Identification number: EPA/625/4-89/019
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: September 1989  
Effective date of document: September 1989
3. Summary of the contents of the substantive policy statement:  
This Environmental Protection Agency (EPA) seminar publication provides an assessment and modeling of the processes that control contaminant movement in the subsurface. Highlights of the manual include:
  - Physical processes controlling the transport of contaminants in the aqueous phase and of non-aqueous phase liquids in the subsurface;
  - Determination of physical transport parameters;
  - Subsurface chemical processes, includes field examples;
  - Microbiological principles influencing the bioremediation of aquifers;
  - Modeling subsurface contaminant transport and fate
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒ New ☐ Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Jerry Smit  
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3033 North Central Ave.  
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6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
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**Notices of Substantive Policy Statements**

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Exemption for Solvent Treatment System  
Identification number: SPD10-1-96 p. 3-1
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: April 22, 1994  
Effective date of document:
3. Summary of the contents of the substantive policy statement:  
Determination of requirements and exemptions for a hazardous waste permit.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
\_New \_Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Andy Soesilo  
Address: Manager, Hazardous Waste Section  
3033 North Central Ave.  
Phoenix, Arizona 85012  
Telephone: (602) 207-4103
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Estimating Air Emissions from Petroleum UST Cleanups  
Identification number: SPD10-1-96 p.3-52
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Date of document: June 1989  
Effective date of document: June 1989
3. Summary of the contents of the substantive policy statement:  
The purposes of this Environmental Protection Agency (EPA) manual are:
  - 1) To provide state underground storage tank (UST) offices with a means of estimating air emission rates of volatile organic chemicals (VOCs) and benzene at individual UST cleanup sites.
  - 2) To provide general information on air emission rates that may be used to develop policies for air emissions at UST cleanup sites in a given state or locality. The cleanup technologies considered in this manual are soil excavation, vacuum extraction, and air stripping.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
☒New \_Revised
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
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